



615 Clinton Springs Ave., Cincinnati, OH 45229

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Roger R. Lewis, Principal

Monica S. Battle, Assistant Principal

November 14, 2018

Dear Parents/Guardians,

We will be hosting our Parent/Teacher conference night for second quarter on Thursday, November 29, 2018, from 4 PM to 7 PM. The purpose of the Parent/Teacher conference is for you, the teacher, and your child to review your child's progress. As we reach the midpoint of second quarter, please take advantage of this opportunity to meet with your child's teacher and discuss any concern/success you may have at this time.

If you have a preference on a certain time to conference, I encourage you to contact your child's teacher as soon as possible to schedule an appointment. Conference times will be determined by your child's teacher. By all of us working together we are able to provide the best academic and art's education for your child.

In order to make our building safe for our custodians and teachers, please enter our school by using the doors located on Clinton Springs Avenue or the doors located on the Pre School -Kindergarten lot. The doors located by the cafeteria and gymnasium will be locked.

I look forward to seeing you at Parent/Teacher conferences on **Thursday, November 29, 2018, from 4 PM to 7 PM!**

Sincerely,

Roger R. Lewis, Principal